

Bibliographic Control of Web Resources:

A Library of Congress Action Plan

*Note: To view the Conference 2000 Action Plan Forum summary from ALA
Midwinter 2003, go to:*

<http://www.loc.gov/catdir/bibcontrol/highlights012603.pdf>

*To view the Conference 2000 Action Plan Forum summary from ALA
Annual 2002, go to:*

<http://www.loc.gov/catdir/bibcontrol/highlights061602.pdf>

1 Increase the availability of standard records for selected Web resources.

- 1.1 Develop a plan to increase the creation and availability of standard records for electronic resources to include authority control and subject analysis.

Leader: Susan Vita

eMail: svit@loc.gov

Lead Organization: Director for Cataloging

Principal Investigator:

CMT Liaison: Susan Vita

Priority: Near-term/High

Related Action Items: 2.2

Work plan available at:

Status: Ardith Bausenbach, Automation Planning and Liaison Office, LC, will serve as principal investigator for an environmental scan.

- 1.2 Explore ways to re-purpose/reuse metadata received under programs for registration, acquisitions, cataloging, copyright, and related activities.

Leader: John Celli

eMail: jcel@loc.gov

Lead Organization: Director for Cataloging

Principal Investigator:

CMT Liaison: John Celli

Priority: Near-term/High **Related Action Items:** NA

Work plan available at:

- 1.3 Compile/review/disseminate selection criteria for electronic resources to supplement traditional selection criteria (e.g., authorship, content, provenance, accuracy, relevance to institutional mission, and subject matter) used by libraries, archives and museums. Supplemental criteria include: design, use, timeliness, permanence, quality of links to other sites, value-added utility beyond print version, originating domain, downloading capability, uniqueness, reverse links, etc.

Leader: Carol Tobin

eMail: cmtobin@email.unc.edu

Lead Organization: RUSA

Principal Investigator: Amy Tracy Wells

CMT Liaison: Susan Morris

Priority: Near-term/Medium **Related Action Items:** 4.4

Work plan available at: <http://www.loc.gov/catdir/bibcontrol/1-3workplan.pdf>

Status: 7 member Task Force formed, with representation for image, physical object, sound, instructional objects, text, bibliographic, geospatial, and government for free and freely accessible resources as well as commercial resources, beginning an environmental scan for existing selection criteria of traditional resources. Latest draft of report available at:

1.4 Design mechanisms to harvest, archive, and provide access to selected electronic government publications through partnerships with government agencies and/or academic institutions.

Leader: Meg Bellinger

eMail: meg_bellinger@oclc.org

Lead Organization: OCLC Digital and Preservation Resources Division

Principal Investigator:

CMT Liaison: Judy Mansfield

Priority: Near-term/Medium **Related Action Items:** NA

Work plan available at: <http://www.loc.gov/catdir/bibcontrol/1-4workplan.pdf>

2 Enhance the access to and display of records for selected Web resources across multiple systems.

- 2.1 Support development of common user interfaces for searching, sorting, and retrieving relevant search results across a range of discovery tools. Identify desirable portal features and encourage the vendor community to provide recommended functionality. Promote adopting protocols and profiles as well as best practices for indexing. Serve as a forum for the exchange of information and concerns for the purpose of identifying ideas for improvement of portal applications.

Leader: John Byrum

eMail: jbyr@loc.gov

Lead Organization: Library of Congress Portals Applications Issues Group (LCPAIG)

Principal Investigator:

CMT Liaison: John Byrum

Priority: Long-term/High

Related Action Items: 6.4

Work plan available at: <http://www.loc.gov/catdir/bibcontrol/2-1workplan.pdf>

Status: The Library of Congress Portals Applications Issues Group (LCPAIG) was formed in autumn 2002 to search for portal products that would best meet the reference and research needs of LC staff and users and to promote LC Action Plan work item 2.1. As of January 11, 2003, the group has begun preparation of a list of essential and desired features of an effective portal product. The group has also sponsored demonstrations and LC staff testing of two particular applications.

In addition, LCPAIG constructed a Web home page to further its efforts to promote communication of information regarding library portals. The URL for this resource is: <http://www.loc.gov/catdir/lcpaig/paig.html> [1/03]. This Web page lists the goals, tasks, and members of LCPAIG; presents a list of some selected portal products, with links to the Web pages of the vendors and the products themselves, and lists examples of portal systems used by libraries and links to selected Web resources that discuss issues regarding library portals in general. (Mention of and linking to portal products and their creators or vendors do not constitute an endorsement by the Library of Congress of any of the products, and are

given on this Web page as a convenient nexus for anyone trying to find out more about them.)

- 2.2 Promote the international sharing and collaborative use of “authority” information (authority records for names of persons, corporate bodies, works/expressions/manifestations/items, subjects, etc.--also called controlled vocabularies) starting with personal name authority records, launching a prototype of a virtual international authority file.

Leader: Barbara Tillett

eMail: btil@loc.gov

Lead Organization: LC CPSO

Principal Investigator:

CMT Liaison: Barbara Tillett

Priority: Long-term/High

Related Action Items: 1.1, 3.7

Work plan available at: <http://www.loc.gov/catdir/bibcontrol/2-2workplan.pdf>

Status: Being fulfilled through LC participation and lead in the Virtual International Authority File project with OCLC and the Deutsche Bibliothek. That project is moving forward and has a 2-year timetable for the initial stages, with work already underway at OCLC.

- 2.3 Explore ways to enrich metadata records by focusing on providing additional subject and other access mechanisms (e.g., front-end user thesauri) and increasing granularity of access and display (e.g., by enabling progression through hierarchy and versions and by additional description information including summaries).

Leader: Judy Ahronheim

eMail: jaheim@umich.edu

Lead Organization: ALCTS TF

Principal Investigator: Marcia Bates

CMT Liaison: John Byrum

Priority: Long-term/High

Related Action Items: 3.1, 6.2, 6.3

Work plan available at: <http://www.loc.gov/catdir/bibcontrol/2-3workplan.pdf>

Status: Marcia Bates has submitted the draft of her report, "Research and Design Review: Improving User Access to Library Catalog and Portal Information." Second draft, completed January 20, 2003, incorporated comments from METF and ALCTS TF members. At ALA Midwinter, Bates presented ideas from her paper to the RUSA/LC Forum; METF met to

develop a set of proposed activities intended to encourage the development of one or more of the proposals in the Bates report.

2.4 MERGED WITH ACTION ITEM 3.4

2.5 Investigate making Library of Congress Classification and Subject Headings available at no cost on the Internet.

Leader: Kathryn Mendenhall

eMail: kmen@loc.gov

Lead Organization: LC CDS

Principal Investigator:

CMT Liaison: Kathryn Mendenhall

Priority: Near-term/Medium **Related Action Items:** NA

Status: Kathryn Mendenhall reported at ALA Annual in Atlanta (June 16, 2002) that since CDS is a cost-recovery unit of the Library of Congress, it needed to pursue this work item while remaining mindful of its revenue stream. The purpose of this work item is the encouragement of nontraditional applications of LCC and LCSH in networked environments. At present LCC and LCSH are distributed to two audiences, vendors/developers and cataloging practitioners, the hands-on users of cataloging tools; the Bicentennial Conference on Bibliographic Control for the New Millennium had shown that the Web developer community was potentially a major audience for these tools. Fostering the Web developer community's awareness of the classification and controlled subject vocabulary and improving the representation of the data from a technical viewpoint were both important. The most effective way to encourage use of these tools by the Web development community was to build on an existing model: CDS already distributes test files at no charge. It was now considering ways to send the full LCC and LCSH files via FTP as demonstration or test files and would work with LC CPSO and LC NDMSO to accomplish this while meeting cost recovery requirements.

3 Work collaboratively with metadata standards communities to improve bibliographic control of selected Web resources.

- 3.1 Develop and disseminate a widely-understandable paper that sets forth library principles for data content and structure for use by the metadata community. Disseminate it to the metadata community and encourage its use.

Leader: Susan Morris

eMail: smor@loc.gov

Lead Organization: Director for Cataloging

Principal Investigator: Sherry Vellucci

CMT Liaison: Susan Morris

Priority: Near-term/High

Related Action Items: 2.3

Work plan available at: <http://www.loc.gov/catdir/bibcontrol/3-1workplan.pdf>

Status: PI intends the paper to describe principles of librarianship such as description, authority control, access, record structure, record interchange, and level of description in terms of granularity and is beginning by looking for common terminology. She plans to involve members of the metadata community as well as library leaders. She hopes to complete the principles paper in 2003 and looks forward to presenting it to a panel of invited reactors from the library and metadata communities at the Library of Congress.

- 3.2 Identify key metadata schemes to establish points of convergence among them, promote the consistent labeling of fields, and facilitate mapping of fields. Publicize mapping of fields.

Leader: Sally McCallum

eMail: smcc@loc.gov

Lead Organization: LC NDMSO

Principal Investigator:

CMT Liaison: Sally McCallum

Priority: Near-term/High

Related Action Items: NA

- 3.3 Provide a table indicating explicit linking techniques that currently are provided in AACR2, LCRIs, and in MARC 21, to use when linking a bibliographic, holdings, or authority record with a digital resource; linking between records for related resources; and linking records for

manifestations of the same work/expression.

Leader: Barbara Tillett **eMail:** btil@loc.gov

Lead Organization: LC CPSO & NDMSO

Principal Investigator:

CMT Liaison: Barbara Tillett

Priority: Near-term/High **Related Action Items:** 2.4, 3.4, 3.5, 3.6, 6.5

Work plan available at: <http://www.loc.gov/catdir/bibcontrol/3-3workplan.pdf>

Status: CPSO will include CSSC in the discussions of future recommendations. The table showing linking techniques was circulated to the library community with deadline of October 15, 2002. To accommodate CSSC's timetable, the projected target has been extended to 2003.

- 3.4 Develop functional requirements to enable the interchange of manifestation records that support internal configurations for FRBR (IFLA Functional Requirements for Bibliographic Records) displays for multiple versions; determine supportive cataloging practices; determine any needed MARC 21 enhancements; communicate these to the vendor community.

Leader: Sally McCallum **eMail:** smcc@loc.gov

Lead Organization: LC NDMSO

Principal Investigator: Tom Delsey

CMT Liaison: Sally McCallum

Priority: Long-term/High **Related Action Items:** 2.4, 3.3, 3.5

- 3.5 Prepare guidelines for deciding when to create separate bibliographic records and when to create a single record for manifestations.

Leader: Barbara Tillett **eMail:** btil@loc.gov

Lead Organization: LC CPSO

Principal Investigator:

CMT Liaison: Barbara Tillett

Priority: Near-term/High **Related Action Items:** 2.4, 3.3, 3.4, 3.6, 6.5

Work plan available at: <http://www.loc.gov/catdir/bibcontrol/3-5workplan.pdf>

Status: Completed December 2000. LC CPSO posted its *Descriptive Cataloging Manual B19* (Draft Interim Guidelines for Cataloging Electronic Resources) on its Web site at http://lcweb.loc.gov/catdir/cpso/elec_res.html

- 3.6 Convey and reiterate the need for the continuing development of AACR2 to provide principles and practices for bibliographic access to and control of the full array of electronic resources on a timely basis and in harmony with other descriptive cataloging standards.

Leader: Beacher Wiggins **eMail:** bwig@loc.gov

Lead Organization: Director for Cataloging

Principal Investigator:

CMT Liaison: Beacher Wiggins

Priority: Near-term/High **Related Action Items:** 3.3, 3.5, 6.5

Status: Beacher Wiggins sent a letter to Ann Huthwaite, chair of the Joint Steering Committee for Revision of AACR, urging that JSC consider the points made at the Bicentennial Conference. Ms. Huthwaite sent a response based on the JSC strategic planning process.

- 3.7 Evaluate feasibility of assigning a persistent identifier or a naming system on an international scale. Develop and promote guidelines for shared resolving system.

Leader: Sally McCallum **eMail:** smcc@loc.gov

Lead Organization: LC NDMSO

Principal Investigator:

CMT Liaison: Sally McCallum

Priority: Long-term/High **Related Action Items:** 2.2

4 Develop automated tools for extracting, creating, harvesting and maintaining metadata to improve bibliographic control of selected Web resources.

4.1 Develop specifications for the creation and maintenance of records for titles contained in aggregator packages that will enable vendors to produce high-quality bibliographic data and accurate information about the volumes/dates of coverage of individual titles. In addition to the creation of original records, vendors must be able to provide customers with high-quality updated bibliographic records when bibliographic data and/or scope of coverage change significantly. Communicate the specifications to the vendor community and encourage their adoption. Communicate to the library community (especially public services and acquisitions librarians) about the importance of securing appropriate bibliographic control and maintenance as a component of subscribing to an aggregator package.

Leader: Adolfo Tarango

eMail: atarango@ucsd.edu

Lead Organization: PCC SCA

Principal Investigator:

CMT Liaison: Maureen Landry

Priority: Near-term/High

Related Action Items: NA

Work plan available at: <http://www.loc.gov/catdir/bibcontrol/4-1workplan.pdf>

Status: Work leader met with various stakeholder groups at ALA Midwinter to discuss whether charge should be revised; concluded that charge should not be radically changed.

4.2 Develop specifications for a tool that will enable libraries to extract metadata from Web-based resources in order to create catalog records and that will detect and report changes in resource content and bibliographic data in order to maintain those records. Communicate the specifications to the vendor community and encourage their adoption.

Leader: LC is seeking a Leader.

eMail:

Lead Organization: LC is seeking a Lead Organization.

Principal Investigator:

CMT Liaison: Jeff Heynen

Priority: Near-term/High

Related Action Items: NA

Work plan available at:

4.3 Develop specifications for embedded metadata that can be used by software developers to incorporate usable metadata into the output of their products. Target industries include developers of word processors, HTML editing tools, website development tools, image creation and manipulation tools, and multimedia production tools. Communicate these specifications widely in the appropriate forums, and encourage their adoption.

Leader: Stu Weibel

eMail: stu_weibel@oclc.org

Lead Organization: DCMI

Principal Investigator:

CMT Liaison: Jeff Heynen

Priority: Long-term/Medium

Related Action Items: 6.3

Work plan available at:

Status: OCLC Office of Research has engaged a consultant to assist in contacting vendors to promote the adoption of interoperable metadata facilities within their products. This work is in an early stage.

- 4.4 Develop specifications for a resource selection, evaluation and user feedback tool.
Communicate the specifications to the vendor community and encourage their adoption.

Leader: To be determined

eMail:

Lead Organization: To be determined

Principal Investigator:

CMT Liaison: Susan Morris

Priority: Near-term/Medium **Related Action Items:** 1.3

Work plan available at:

Status: On hold pending completion of 1.3.

- 4.5 Promote convergence of standards for harvesting metadata.

Leader: Sally McCallum

eMail: smcc@loc.gov

Lead Organization: LC NDMSO

Principal Investigator:

CMT Liaison: Sally McCallum

Priority: Near-term/High **Related Action Items:** NA

5 Provide appropriate training/continuing education to improve bibliographic control of selected Web resources.

- 5.1 Improve and enhance curricula in library and information science schools by (1) identifying and preparing students with core competencies for library technical services (e.g. interpersonal skills, partnering and analytical skills); (2) devising and conducting training to produce flexible and resourceful cataloging professionals with an appropriate mind set and values and advanced problem-solving, operations, management, and information technology skills; and (3) promoting the understanding and use of metadata standards (such as Dublin Core) for describing and managing electronic and digital resources, with the goal of enabling greater participation of new LIS professionals in the development and refinement of metadata standards used both within and outside libraries.

Leader: Beth Picknally Camden

eMail: bpcamden@virginia.edu

Lead Organization: ALCTS TF

Principal Investigator: Ingrid Hsieh-Yee

CMT Liaison: Linda Stubbs

Priority: Near-term/High

Related Action Items: NA

Work plans available at: <http://www.loc.gov/catdir/bibcontrol/5-1newworkplan.pdf> and <http://www.loc.gov/catdir/bibcontrol/5-1workplan.pdf> (completed work plan)

Status report available at: <http://www.loc.gov/catdir/bibcontrol/5-1status.pdf> The LIS Education Task Force submitted its final report to the ALCTS Task Force on the LC Plan in Dec. 2002. This task force approved and endorsed the final report on January 25, 2003, during ALA Midwinter Meeting. Also at Midwinter, members of the LIS task force reported to the ALISE Board. The board members supported the report, specifically the workshop proposed for January 2004, and made recommendations for working with their program committee.

Planning for Implementation: The LIS Education Task Force discussed plans for implementation of the action items from the report, and made recommendations to the ALCTS Task Force on the LC Plan on reconstituting the LIS task force as an implementation team with co-chairs from ALCTS and ALISE. ALCTS has charged a new task force, the

ALCTS Task Force for Preparing Metadata and Cataloging Educators and Trainers, to implement action item 5.1. The co-chairs are C. Olivia Frost for ALISE and Diane Baden for ALCTS.

Ingrid Hsieh-Yee's report available at:

<http://www.loc.gov/catdir/bibcontrol/CatalogingandMetadataEducation.pdf>

- 5.2 Sponsor a series of open forums on metadata needs to support reference service in conjunction with various professional association meetings to include catalogers, reference librarians, vendors, systems developers, publishers, and administrators.

Leader: Carol Tobin

eMail: cmtobin@email.unc.edu

Lead Organization: RUSA

Principal Investigator:

CMT Liaison: Susan Morris

Priority: Near-term/High

Related Action Items: NA

Work plan available at: <http://www.loc.gov/catdir/bibcontrol/5-2workplan.pdf>

Status: The second RUSA/LC Forum on Metadata for Reference Needs, took place at ALA Midwinter Meeting in Philadelphia, January 26, 2003; featured speaker was Marcia Bates on her paper "Improving User Access to Library Catalog and Portal Information," prepared for the Metadata Enrichment Task Force (Action Plan work item 2.3). The third RUSA/LC

Forum is scheduled to take place at ALA Annual Conference in Toronto, Sunday, June 22, 5:00-6:00 p.m., Metro Toronto Convention Centre, 715A/B.

- 5.3 Address continuing education needs for library technical services practitioners by (1) identifying and enhancing core competencies (e.g. analytical skills, collaborative and interpersonal skills) among library catalogers; (2) devising and conducting training to enhance practitioners' mind set and values, problem-solving, operations, management, and information technology skills; and (3) promoting the understanding, use, and refinement of metadata standards (such as Dublin Core) for describing and managing electronic and digital resources, with the goal of enabling greater participation in the development and refinement of metadata standards used both within and outside libraries.

Leader: Carol Hixson **eMail:** chixson@oregon.uoregon.edu

Lead Organization: ALCTS TF

Principal Investigator:

CMT Liaison: Cynthia Johanson

Priority: Long-term/High **Related Action Items:** NA

Work plan available at: <http://www.loc.gov/catdir/bibcontrol/5-3workplan.pdf>

Status: See the Continuing Education Task Force's Web site at:

<http://darkwing.uoregon.edu/~chixson/cetf/CETFHome.html>

In February, the Task Force designed and tested a survey directed at catalogers to assess their perceptions of needs for and obstacles to continuing education. In March, that survey was announced to a number of listservs and 187 responses were received in a two-week period. Although additional responses continue to come in from the Web form, no further analysis is being done. Survey analyses have been analyzed and are available in summary form on the CETF Web site. Work is now underway to review the surveys of course offerings previously conducted and the practitioners survey and incorporate the findings into the CETF's preliminary report recommending a curriculum for continuing education.

6 Support research and development on emerging metadata standards and address the challenges of interoperability to improve bibliographic control of selected Web resources.

6.1 Support relevant Library of Congress research and development on digital initiatives.

Leader: Susan Morris

eMail: smor@loc.gov

Lead Organization: Director for Cataloging

Principal Investigator:

CMT Liaison: Susan Morris

Priority: Long-term/Medium **Related Action Items:** NA

Status: This work item is being fulfilled through the LC report to the Digital Library Federation, which is published in the *DLF Newsletter*, available at <http://www.diglib.org/publications.htm>

6.2 Research user needs and approaches in accessing the catalog and other discovery tools in a networked environment to develop user tools for customization.

Leader: Lorcan Dempsey

eMail: lorcan_dempsey@oclc.org

Lead Organization: OCLC Office of Research

Principal Investigator:

CMT Liaison: John Byrum

Priority: Long-term/Low **Related Action Items:** 2.3

Work plan available at:

6.3 Support research and development to improve controlled vocabulary mediating tools, including a simplified LCSH.

Leader: Ed O'Neill

eMail: ed_oneill@oclc.org

Lead Organization: OCLC Office of Research

Principal Investigator:

CMT Liaison: Tom Yee

Priority: Long-term/Medium **Related Action Items:** 2.3, 4.3

Work plan available at: <http://www.loc.gov/catdir/bibcontrol/6-3workplan.pdf>

Status: FAST (Faceted Application of Subject Terminology) is an adaptation of the Library of Congress Subject Headings in a simplified syntax. It retains the rich vocabulary of the Library of Congress's Subject Headings in a faceted schema that is easier to understand, control, apply, and use. The initial validation of the topical, form (genre), chronological, and personal names facets is complete. The validation of the geographics facet is currently underway and work on the remaining three facets - corporate names, conference/meetings names, and uniform titles - will begin this fall. A proposal to modify the MARC 21 bibliographic and authority formats to accommodate FAST was approved by MARBI during the 2002 ALA Annual Conference, permitting the creation of the first FAST authority records this fall. It is expected that the initial version of the FAST authority file will be complete in the spring of 2003. More information is available at <http://www.oclc.org/research/projects/fast/>

- 6.4 Support research and development on the changing nature of the catalog to include consideration of a framework for its integration with other discovery tools.

Leader: John Byrum

eMail: jbyr@loc.gov

Lead Organization: Director for Cataloging

Principal Investigator:

CMT Liaison: John Byrum

Priority: Long-term/High

Related Action Items: 2.1

Work plan available at:

Status: On hold pending completion of 2.1.

- 6.5 Conduct research on how AACR2 might incorporate greater "event awareness" into the catalog.

Leader: Judy Mansfield

eMail: juma@loc.gov

Lead Organization: Director for Cataloging

Principal Investigator:

CMT Liaison: Judy Mansfield

Priority: Long-term/High

Related Action Items: 3.3, 3.5, 3.6

Work plan available at:

Status: On hold.

Appendix I: Abbreviations

Abbreviation	Name
AACR	Anglo-American Cataloguing Rules
ALA	American Library Association
ALCTS	ALA Association for Library Collections & Technical Services
ALCTS TF	Association for Library Collections & Technical Services Task Force on the LC Action Plan for Bibliographic Control of Web Resources
ALISE	Association for Library and Information Science Education
ARL	Association of Research Libraries
CDNL	Conference of Directors of National Libraries
CDS	LC Cataloging Distribution Service
CIP	Cataloging in Publication
CSSC	ALCTS Serials Section Committee to Study Serials Cataloging
CPSO	LC Cataloging Policy and Support Office
DCMI	Dublin Core Metadata Initiative
FAST	Faceted Application of Subject Terminology, a project of the OCLC Office of Research
IFLA	International Federation of Library Associations and Institutions
LCC	Library of Congress Classification
LCSH	Library of Congress Subject Headings
NDMSO	LC Network Development & MARC Standards Office
OCLC	Online Computer Library Center, Inc.
PAIG	LC Portals Applications Interest Group
PCC SCA	Program for Cooperative Cataloging Standing Committee on Automation

RUSA

ALA Reference and User Services Association